



NATIONAL SCIENCE FOUNDATION
4201 WILSON BOULEVARD
ARLINGTON, VA 22230

Title: Office of Legislative and Public Affairs (OLPA), Public Affairs Specialist
Employment Opportunities--Dear Colleague Letter

Date: April 20, 2005

Dear Colleague:

The Office of Legislative and Public Affairs (OLPA) announces a nationwide search for a strong writer, team player, and experienced media officer to serve temporarily as a Government Public Affairs Specialist. Two positions are available: one in the Directorate for Computer and Information Sciences; and one in the Directorate for Social, Behavioral & Economic Sciences at the National Science Foundation (NSF). Candidates should demonstrate experience with both print and electronic media, and public affairs experience. Familiarity with multi-media trends – including graphics and web-based communications – is a strong plus.

The Office of Legislative and Public Affairs (OLPA) develops, coordinates and communicates information about the mission, goals, and policies of the National Science Foundation. Using mass media and other communications channels, OLPA publicizes the Foundation's programs, policies, and activities in science and engineering research and education to specialized audiences – including Congress, state and local governments, other Federal agencies, and the research and education communities – and to the general public. Please visit our web site at <http://www.nsf.gov/od/lpa/>

NSF Public Affairs Specialist will work closely with NSF staff, science artists, and colleagues at other research-oriented institutions to cover research advances in their specified area of responsibility. Work includes producing news and feature stories for the NSF web site, disseminating news materials to regional, national, and international media; and arranging interviews, press conferences, and other media events.

Qualification requirements include demonstrated interpersonal skills and news judgment, at least three years of news writing and medial relations experience in communicating science to the general public. Other requirements include an advanced degree in communications, related field (or equivalent experience), personal interest in or ability to learn the subject matter, and an ability to transform complex scientific concepts into information aimed at the general public. Knowledge of the Federal legislative process is a plus.

The Public Affairs Specialist positions recruited under this announcement may be filled under the following appointment option:

- **Intergovernmental Personnel Act (IPA) Assignment.** Individuals eligible for an IPA assignment with a Federal agency include employees of State and local government agencies or institutions of higher education, Indian tribal governments, and other eligible organizations in instances where such assignments would be of mutual benefit to the organizations involved. Initial assignments under IPA provisions may be made for a period up to two years, with a possible extension for up to an additional two-year period. The individual remains an employee of the home institution and NSF provides funding toward the assignee's salary and benefits. Initial IPA assignments are made for a one-year period and may be extended by mutual agreement.

Should you or your colleagues be interested in this position, please contact the search committee coordinator, Ms. Darla Clark (daclark@nsf.gov). Applications will be reviewed immediately and the position will remain open until filled.

For additional information on NSF's rotational programs, please see "Programs for Scientists, Engineers and Educators" on the NSF website at http://www.nsf.gov/about/career_opps/.

Applications and questions concerning Public Affairs Specialist positions should be directed to:

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